

**STATE OF NEW JERSEY**

BUREAU OF PURCHASE
33 WEST STATE ST 8TH FL TRENTON, NJ 08625-0230
PROFESSIONAL CONTRACT

CONFERENCE, BANQUET, AND HOTEL
FACILITY RENTAL STATEWIDE

NUMBER : A65353
DATE : 04/07/06
BUYER : DOREICA HOLT
PHONE : (609) 633-3907
EFFECTIVE DATE : 04/07/06
EXPIRATION DATE : 04/06/08
T-NUMBER : T0364
CONTRACTOR : CENTER HEALTH AFFAIRS INC

PAGE: 1

CENTER HEALTH AFFAIRS INC
CN-1
760 ALEXANDER RD
PRINCETON NJ 08543-0001

VENDOR NO. : 222325161 00
VENDOR PHONE : (609)275-4043
FEIN/SSN : 222325161
REQ AGENCY : 822050
BUREAU OF PURCHASE
AGENCY REQ NO. :
PURCH REQ NO. : 1029301
FISCAL YEAR : 06
COMMODITY CODE : 97165
SOLICITATION # : 37162
BID OPEN DATE : 02/28/06

TERM CONTRACT FROM: 04/07/06 TO: 04/06/08 ESTIMATED AMOUNT: \$.00

1. ORDERING PERIOD: CONTRACT BEGINNING ORDERING PERIOD IS:04/07/06
CONTRACT ENDING ORDERING PERIOD DATE IS:04/06/08
2. F.O.B. POINT: DESTINATION
3. DELIVERY DELIVERY WILL BE MADE WITHIN001 DAYS ARO UNLESS
SPECIFIED DIFFERENTLY ON EACH LINE OR UNLESS AN ALTERNATE
DELIVERY SCHEDULE IS INDICATED. AN ALTERNATE DELIVERY
SCHEDULE IS ENCLOSED HEREIN:NO
4. CASH DISCOUNT TERMS: CASH DISCOUNT TERMS ARE00.00% DAYS.
5. PERFORMANCE BOND: PERFORMANCE BOND REQUIRED:NO ; DATE REQUIRED00/00/00
AMOUNT \$0 ; PERCENT OF CONTRACT 0.00%
6. RETAINAGE: RETAINAGE PERCENT IS 0.00%
7. COOPERATIVE PROC: THIS CONTRACT IS AVAILABLE FOR POLITICAL SUBDIVISION USE UNDER
THE COOPERATIVE PROCUREMENT PROGRAMNO
8. BID REFERENCE NO: YOUR BID REFERENCE NUMBER IS:06-X-37162
9. AWARDED LINES: YOU WERE AWARDED 1 LINES FROM THE SOLICITATION NUMBER37162 .
THESE LINES ARE INCLUDED AS A PART OF THIS CONTRACT.

ALL TERMS AND CONDITIONS AS A PART OF SOLICITATION NUMBER37162 INCLUDING ANY ADDENDA
THERE TO AND ALSO INCLUDING THE BIDDER'S PROPOSAL AS ACCEPTED BY THE STATE ARE
INCLUDED HEREIN BY REFERENCE AND MADE PART HEREOF EXCEPT AS SPECIFIED HEREIN

THIS IS NOTICE OF ACCEPTANCE BY THE DIRECTOR OF THE DIVISION OF PURCHASE AND
PROPERTY ACTING FOR AND ON BEHALF OF THE STATE OF NEW JERSEY, OF THE OFFER
REFERENCED ABOVE BY YOUR FIRM WHOSE NAME AND ADDRESS APPEAR ABOVE.

Doreica Holt
BUYER

4-10-06
DATE

*** ORIGINAL SIGNED ***
FOR DIRECTOR DATE
DIVISION OF PURCHASE AND PROPERTY

USING AGENCIES CANNOT PROCESS INVOICES FOR PAYMENT OF DELIVERED
GOODS AND/OR SERVICES UNTIL THE PROPERLY EXECUTED BOND HAS BEEN
RECEIVED AND ACCEPTED BY THE PURCHASE BUREAU.

PURCHASE BUREAU (FILE COPY)

PRICE SHEET		PROFESSIONAL CONTRACT			
BUREAU OF PURCHASE PURCHASE BUREAU STATE OF NEW JERSEY 33 WEST STATE ST 8TH FL PO BOX 230 TRENTON NJ 08625-0230		NUMBER : A65353 T-NUMBER : T0364 CONTRACTOR: CENTER HEALTH AFFAIRS INC			PAGE 2
LINE NO.	COMMODITY/SERVICE DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE OR PERCENT DISCOUNTS	EXTENDED AMT IF APPLICABLE
00001	UNLESS SPECIFIED OTHERWISE BELOW: SHIP TO: R1 STATE-WIDE ONLY COMMODITY CODE: 971-65-015726 RENTAL. THIS PRICE LINE IS FOR STATE AGENCY USE ONLY. THE USING AGENCY SHALL USE THIS PRICE LINE FOR ALL PURCHASE ORDERS AND PAYMENT ACTIVITY FOR THIS CONTRACT. THE USING AGENCY SHALL FOLLOW SELECTION PROCEDURES THAT WILL BE IN THE NOTIFICATION OF AWARD (NOA) FOR METHOD OF ENGAGEMENT. CONFIRMATION TO THE CONTRACTOR SHALL BE VIA PURCHASE ORDER FOR SPECIFIC EVENTS AS NOTED IN WRITTEN QUOTES SUBMITTED WITH THE BID PROPOSAL. PRICES ON THE WRITTEN QUOTES CANNOT EXCEED MAXIMUM RATE SUBMITTED BY THE CONTRACTOR WITH THE BID PROPOSAL AND CONTAINED IN THE NOA. THE USING AGENCY SHALL ENTER THE TOTAL QUOTE PRICE AS "CATALOG" PRICE WITH A NET OR ZERO DISCOUNT.	1	EACH	NET	

BIDDERS DATA SHEET

Facility Information

06-X-37162

The bidder shall provide the following information

- 1) Indicate below if the facility is in compliance with the American Disabilities Act and/or the NJ Barrier Sub-code.

☒ American Disabilities Act ☐ NJ Barrier Sub code ☐ Both

- 2) Facility popular brand name: Conference Center @ NJHA

- 3) Street address: 760 Alexander Road
Princeton NJ 08543

- 4) Telephone number: 609-275-4041 Facsimile number: 609-275-4094

- 5) Federal Identification Number (FEIN #): 22-232-5161

- 6) Name of person to contact for this contract: Amanda Jose

- 7) Contact telephone number: 609-275-4143 Facsimile number: 609-275-4094

- 8) Contact email address (optional): ajose@njha.com

- 9) Number of guest rooms for overnight lodging: N/A

- 10) Regional location of the facility: ☐ Northern ☒ Central ☐ Southern

- 11) Provide the facility's confirmation and cancellation policy below or provide policy separately. Policy must be submitted with the bid proposal.

OUTSIDE Cancellation fees		
Room A,B,C >30 days	\$300.00	\$250.00
Room A,B,C <30 days	\$600.00	\$500.00
Room AB > 30 days	\$600.00	\$500.00
Room AB <30 days	\$900.00	\$750.00
Room ABC >30 days	\$900.00	\$600.00
Room ABC <30 days	\$1,200.00	\$1,000.00
Room D >30 days	\$150.00	\$50.00
Room D <30 days	\$200.00	\$125.00
Room E >30 days	\$200.00	\$50.00
Room E <30 days	\$325.00	\$175.00
Room DE >30 days	\$275.00	\$75.00
Room DE <30 days	\$550.00	\$400.00
Conference Room I 1/2 day >30 days	\$50.00	\$50.00
Conference Room I full day > 30 days	\$75.00	\$50.00
Conference Room I 1/2 day <30 days	\$100.00	\$50.00
Conference Room I full day <30 days	\$150.00	\$150.00
Conference Room II 1/2 day >30 days	\$50.00	\$50.00
Conference Room II full day > 30 days	\$75.00	\$75.00
Conference Room II 1/2 day <30 days	\$100.00	\$50.00
Conference Room II full day <30 days	\$150.00	\$150.00
Board Room 1/2 day >30 days	\$100.00	\$75.00
Board Room full day > 30 days	\$150.00	\$250.00
Board Room 1/2 day <30 days	\$200.00	\$75.00
Board Room full day <30 days	\$450.00	\$400.00

12) Provide the procedures for requesting special dietary meals:

Advise one week prior to meeting.

AUDIO, VIDEO INFORMATION

1) Does your facility have an exclusive arrangement with an outside audiovisual contractor/equipment provider

☐ Yes

☒ No

If yes the following information shall be provided:

Name of audiovisual supplier: _____

Address of supplier: _____

Supplier's Federal Identification Number (FEIN): _____

Suppliers telephone Number: _____

Facsimile Number: _____

Name of supplier's contact person: _____

The bidder shall provide with the bid proposal all pricing for audiovisual services. These prices shall be firm through the term of the contract. If no prices for audiovisual services are submitted with the bid proposal and is offered to the State it will be at no cost to the State.

PRICING AND SUPPORTING DETAILS TO BE COMPLETED BY THE BIDDER

CONFERENCE, BANQUET, AND HOTEL FACILITY RENTAL

Bid Number 06-X-37759

Food Services Charges

Refer to RFP Section 3.0 (Scope of Work) for requirements. The bidder shall provide the following food services charges:

Descriptions	Hours of Operation	Year 1	Year 2
Continental Breakfast	7am-5pm	\$ 5.25	\$ same
Plated Breakfast	"	\$ N/A	\$ "
Buffet Breakfast	"	\$ 13.95	\$ "
AM Break	"	\$ N/A	\$ "
Plated Lunch	"	\$ N/A	\$ "
Buffet Lunch	"	\$ 16.95 - 1 entree 22.95 - 3 entree	\$ "
Box Lunch	"	\$ 9.95	\$ "
PM Break	"	\$ 5.95	\$ "
Plated Dinner	"	\$ N/A	\$ "
Buffet Dinner	"	\$ 16.95 - 1 entree 22.95 - 3 entree	\$ "
Snack Only	"	\$ 5.95	\$ "
Evening Reception	"	\$ Starting at 18.95	\$ "
Gratuity and/or services charge rate	N/A	N/A %	%

Package Charge Rates

The bidder may provide an alternate package pricing structure in the form of package rates. These charges, which are billed on a per person, per day basis are all inclusive of the following services required by the State for an event.

- ☐ Food (breakfast, AM break, lunch, PM break and dinner)
- ☐ Lodging
- ☐ Meeting rooms (all inclusive)
- ☐ Breakout rooms

If using the package price structure, the bidder must provide the following half day and full day per person package rate and the services charge (a.k.a. gratuity) rate must be enter below.

Package Charge Rates	Year 1	Year 2
Half day package rates	\$ N/A	\$ 11
Full day package rates	\$ N/A	\$ 11
Gratuity and/or services charge rate	N/A %	11 %

Half Day Meeting Room Rates

The bidder shall provide the required information for the following half day meeting room rates. The bidder may attach this information but it must be indicate in the following.

Seating Style	Room Name	Seating Capacity	Year 1	Year 2
Banquet	Garden Room	200	\$ 400	\$ 11
Classroom	ABC	140	1200 - no food \$ 900 - w. food	\$ 11
Crescent Rounds	N/A	11	\$ 11	\$ 11
Conference	A	28	600 - no food \$ 300 - w. food	\$ 11
Theater	ABC	230	1200 - no food \$ 900 - w. food	\$ 11
U-shape	A	26	600 - no food \$ 300 - w. food	\$ 11
Other	N/A	11	\$ 11	\$ 11

Full Day Meet Room Rates

The bidder shall provide the following full day meeting room rates. The bidder may attach this information but it must be indicate in the following.

Seating Style	Room Name	Seating Capacity	Year 1	Year 2
Banquet			\$ _____	\$ _____
Classroom			\$ _____	\$ _____
Crescent Rounds	SAME AS HALF DAY		\$ _____	\$ _____
Conference			\$ _____	\$ _____
Theater			\$ _____	\$ _____
U-shape			\$ _____	\$ _____
Other			\$ _____	\$ _____

Breakout Room Rates

The bidder shall provide following breakout room rates. These rooms shall be separate from the meeting rooms.

The bidder may attach this information but it must be indicate in the following.

	Year 1	Year 2
Half Day Breakout Room Rates	\$ 100 - w. food 125 - no food	\$ 11
Full Day Breakout Room Rates	\$ 150 - w. food 200 - no food	\$ 11

Exhibit Charges

The bidder shall provide exhibit charges below.

	Year 1	Year 2
Exhibit Table Space Rental	\$ 120.00	\$ 11
Exhibit Table Electric Charges	\$ 5/hr	\$ 11

The bidder shall submit all pricing with the bid proposal by completing the price sheets or the bidder may attach all applicable price lists. If the bidders submit attached pricing information it shall meet all the requirements of the bid proposal.



At the New Jersey Hospital Association

Breakfast Selections

THE CONTINENTAL

Regular and low-fat muffins, variety of donuts and bagels with cream cheese and butter

◆ Freshly Brewed Coffee

\$5.25 per person

THE DELUXE CONTINENTAL

The Continental breakfast served with a seasonal fresh fruit platter and chilled juices

\$8.50 per person

THE SNACK PACKAGE

Otis Spunkmeyer cookies, seasonal fresh fruit platter, canned soda and bottled juices

\$5.95 per person

BREAKTIME SNACKS

Vegetable Crudite	\$2.95 per person
Fresh Fruit Platter	\$3.35 per person
Otis Spunkmeyer Cookies(2)	\$1.95 per person
Cheese and Cracker Tray	\$3.25 per person
Hot Pretzels	\$1.75 per person
Canned Soda	\$1.50 per person
Bottled Juices	\$1.50 per person
Bottled Water	\$1.50 per person
Coffee Service	\$1.50 per person

All food and beverages will be cleared one-half hour before the scheduled end of meeting

760 Alexander Road, PO Box 1
Princeton, NJ 08543-0001

PHONE 609-275-4140 • FAX 609-275-4094
www.conferencecenternj.com



At the New Jersey Hospital Association

Deli Choices

- ◆ Maximum 28 people
- ◆ Unavailable in Rooms A, B or C
- ◆ Signature salads available for an additional \$1.95 per person
- ◆ Caesar salad available on request in place of two regular salad choices.
Add grilled chicken for an additional \$2.95 per person.

THE PANINI COLLECTION

An assortment of our signature combination sandwiches served on french baguettes, accompanied by:

- ◆ Freshly prepared salads(3)
- ◆ Chilled cans of assorted soda
- ◆ Freshly baked Otis Spunkmeyer cookies

\$13.75 per person

RAPPZ-ODY AT LUNCH

Collection of tortilla sandwiches with a variety of our signature fillings. Served with:

- ◆ Chilled cans of assorted soda
- ◆ Freshly prepared salads(3)
- ◆ Freshly baked Otis Spunkmeyer cookies

\$12.95 per person

THE STACKED PLATTER

A variety of lunch meats and cheeses piled high on a platter with a tuna salad centerpiece. Served with:

- ◆ Kaiser rolls, rye bread, a relish tray and condiments
- ◆ Freshly prepared salads(3)
- ◆ Chilled cans of assorted soda
- ◆ Freshly baked Otis Spunkmeyer cookies

\$12.95 per person

760 Alexander Road, PO Box 1
Princeton, NJ 08543-0001

PHONE 609-275-4140 • FAX 609-275-4094
www.conferencecenternj.com



At the New Jersey Hospital Association

Hot Luncheon Options

All hot luncheons include soup and salad bar, fresh baked breads and butter, dessert bar, soda, juice, coffee and tea. All items include freshly steamed vegetables and starch.

POULTRY

- CHICKEN STIR FRY - Soy and ginger sauce with oriental vegetables
- CALIFORNIA STYLE CHICKEN - White wine sauce with artichoke heart and peeled tomatoes
- CHICKEN PICCATA - Lemon caper butter sauce with white wine
- CHICKEN DEL SOI - Sun-dried tomato and broccoli sauce
- CHICKEN MARSALA - Marsala wine sauce with sauteed mushrooms
- PESTO GRILLED CHICKEN - Creamy pesto sauce served over grilled chicken breast
- CHICKEN PARMESAN - Breaded chicken breast topped with mozzarella and tomato sauce
- BARBEQUED BREAST OF CHICKEN - Our homemade Hawaiian barbeque sauce with pineapple chunks served over baked chicken breast
- CHICKEN ALFREDO - Sauteed chicken topped with parmesan filled Alfredo sauce with fresh chopped parsley
- WISCONSIN STYLE CHICKEN BREAST - Breaded breast of chicken with a light cream sauce topped with melted cheddar cheese and diced onion and red peppers
- BAKED CHICKEN QUARTERS - Breast and wing pieces of chicken prepared with your choice of BBQ sauce, Caribbean Jerk seasoning or Montreal chicken seasoning
- DIJON CHICKEN FLORENTINE - Baked chicken breast with Dijon mustard sauce with fresh chopped spinach and caramelized onions
- CHICKEN SALTIMBUCCA - Grilled breast of chicken topped with thin sliced prosciutto (ham), fresh spinach and Swiss cheese with Madeira sauce. Also available without prosciutto

ANY OF THE ABOVE ENTREES CAN BE PREPARED USING TURKEY FILLETS

BEEF & PORK

- PRIME RIB OF BEEF - Au jus with sliced scallions
- MONTREAL SEARED FLANK STEAK - Marinated grilled flank steak served over toast points with a light au jus sprinkled with Montreal seasoning
- CONFETTI STUFFED PORK LOIN - Shredded vegetable stuffing with rich pork gravy
- SAUSAGE AND PEPPERS - Hot or mild sausage
- MEATBALLS, PASTA AND MARINARA - Your choice of penne, spaghetti or fusilli (corkscrew) pasta served with zesty marinara and homemade meatballs on the side
- SAUTÉED PORK MEDALLIONS WITH SHERRY SAUCE - Tender center cuts of pork loin dipped in a Dijon coating and topped with Sherry sauce and sautéed balsamic fresh mushrooms

SEAFOOD

- BAKED SALMON FILLET - White wine sauce with fresh dill
- FLOUNDER FRANCAISE - Lightly coated in a lemon butter sauce
- CAJUN CATFISH - Blackened and served with mild salsa
- BAKED STUFFED SOLE - Sole fillet stuffed with spinach, ricotta and cornbread

Please add an additional \$1.00 per person for these entrees

760 Alexander Road, PO Box 1
Princeton, NJ 08543-0001

PHONE 609-275-4140 • FAX 609-275-4094
www.conferencecenternj.com



Hot Luncheon Options (continued)

PASTA

RIGATONI A LA VODKA - Vodka sauce served with fresh tomatoes and parmesan

ROTINI PRIMAVERA - Light cream sauce with fresh cut vegetables

* CAVATELLI, SHRIMP AND BROCCOLI - Scampi sauce with fresh garlic and crushed pepper

TORTELLINI PROVENCALE - Pasta tossed with chunks of plum tomato, onion and basil

BROCCOLI AND SUN DRIED TOMATO ORECHETTE - Orchiette (bottle cap) pasta with fresh sautéed broccoli, roasted garlic and sun dried tomatoes and shredded parmesan

* SPINACH AND ROASTED GARLIC RAVIOLI - Fresh spinach folded into ricotta cheese with garlic that has been sautéed in virgin olive oil

VEGETARIAN

STUFFED SHELLS - Large pasta shells stuffed with a combination of ricotta cheese, parmesan cheese and parsley. Topped with chunky marinara and mozzarella cheese

EGGPLANT PARMESAN - Breaded, fried fresh eggplant casserole featuring layers of ricotta, provolone and mozzarella cheese.

BAKED MANICOTTI - Pasta stuffed with ricotta and topped with shredded provolone cheese and tomato sauce

VEGETABLE LASAGNA - Assorted vegetables layered with pasta and topped with a cream sauce

HEALTHY CHOICES

* GRILLED TUNA STEAK - Tuna marinated overnight and grilled to order

CHICKEN SORRITA - Spicy wine sauce with mushrooms, onions and diced green peppers

CHICKEN BREAST CACCIATORE - Lightly floured chicken breast topped with peppers, onions, sautéed mushrooms and marinara

One Entree Luncheon \$16.95

Three Entree Luncheon \$22.95

Two Entree Luncheon \$19.95

Kosher meals are available with advance notice.

* Please add an additional \$1.00 per person for these entrees

INTRODUCING ... THE WORKING LUNCH

Treat your 10 or more attendees to a hot lunch while maintaining a captive audience in one of our conference rooms. We will now deliver hot lunch to your room in chafing dishes. Choose any of the Hot Luncheon Options off of our menu, or try one of these:

CHICKEN QUESADILLAS - served with salsa, guacamole and sour cream with Mexican style rice and roasted green beans on the side.

FRENCH DIP ROAST BEEF - hot sliced roast beef au jus served with warm French baguettes with a side of potatoes au gratin and steamed broccoli.

HOT MEATBALL SANDWICHES - homemade meatballs prepared in zesty marinara, served on a hoagie roll with a side of Penne Pasta and Parmesan cheese and fresh mixed vegetables.

BROCCOLI QUICHE - served with rosemary roasted potatoes and fresh sliced carrots with dill.

\$15.95 per person - Includes your choice of tossed or Caesar salad, dinner rolls/butter, Otis Cookies, and beverages.

760 Alexander Road, PO Box 1
Princeton, NJ 08543-0001

PHONE 609-275-4140 • FAX 609-275-4094
www.conferencecenternj.com



Room Prices & Capacities/Audio Visual Rental

ROOM	Sq.FOOT	ROOM COST WITH LUNCH	ROOM COST WITHOUT LUNCH*	THEATER	CLASSROOM	HORSESHOE	CONFERENCE
A, B, OR C	936	\$300	\$600	77	56	24-28	32
AB	1672	\$600	\$900	135-154	90-104	N/A	N/A
ABC	2808	\$900	\$1200	225-231	140-144	N/A	N/A
D	225	\$150	\$200	16	N/A	6	8
E	357	\$200	\$325	32	16	16	16
DE	582	\$275	\$350	56	28	28	28
CONF. RM. I	386	\$100 HALF DAY \$150 FULL DAY	\$125 HALF DAY \$200 FULL DAY	N/A	N/A	N/A	12-14
CONF. RM. II	432	\$100 HALF DAY \$150 FULL DAY	\$125 HALF DAY \$200 FULL DAY	N/A	N/A	N/A	14-21
BOARD ROOM	1296	\$225 HALF DAY \$350 FULL DAY	\$275 HALF DAY \$450 FULL DAY	N/A	N/A	N/A	28-52

*INCLUDES SET-UP FEE

BUSINESS CENTER

Copying	.25 Per Copy
Faxing	\$1.00 Per Page
Modem Line	\$5.00 Per Hour Local/Toll Free
	\$15.00 Per Hour Long Distance
Pads & Pencils	\$3.50 Per Set

AUDIO - VISUAL EQUIPMENT

All audio-visual equipment prices are per room.

LCD Projector	\$295.00
Laptop Rental	\$125.00
Internet Access	\$75.00
Slide-to Video	\$75.00
CD/DVD	\$75.00
VCR Player	\$95.00
Cassette Player	\$45.00
Document Camera	\$75.00
Overhead Projector	\$50.00
Audio Recording of Meeting	\$20.00 Per Hour (Includes Cassettes)
Wireless Microphone	\$125.00
Laser Pointer	\$30.00
Polycom Speaker Phone	\$100.00
Additional Flipchart	\$35.00
AV Cart	\$10.00
Power Cord or Strip	\$5.00
Garden Room Sound System	\$100.00
Display Tables	\$35.00
Vendor/Display 6' x 6'	\$90.00**
Vendor/Display 6' x 8'	\$120.00**
Vendor/Display 10' x 10'	\$150.00**

* Applies to Rooms D & E and Conference Rooms 1 & 2 only

** Includes pipe/drape and signage

All audio-visual pricing includes in-house technician

Customers who provide their own projector will be required to pay an additional \$25.00 setup fee.

760 Alexander Road, PO Box 1
Princeton, NJ 08543-0001

PHONE 609-275-4140 • FAX 609-275-4094
www.conferencecenternj.com